

Fundraising Coordinator



Project Title	Fundraising Coordinator
Project Summary	The fundraising intern will help develop fundraising strategy, conduct donor research, and engage in the creation and launch of a capital campaign. The Office of the Curator at the Diplomatic Reception Rooms, U.S. Department of State, offers this virtual, experience-oriented internship.
Country	United States
Agency	Department of State
DoS Office	M/FA
Post	N/A
Section	N/A
Number of Interns	5

Project Description

The intern will support the work of the Campaign Director for the Diplomatic Reception Rooms as a fundraising, research, and strategic coordinator. This exciting opportunity will involve researching donors, conducting campaign budgeting and planning, developing donor ratings, creating campaign pyramids, and assisting in developing campaign strategy including marketing, messaging, and branding for a high-profile, national campaign.

Desired Skills Interests

Skill

Fundraising

Museums

Organization

Art

Art History

Additional Information

The 42 Diplomatic Reception Rooms, located on the top two floors of the U.S. Department of State, are the site for many of our nation's diplomatic meetings and events including international summits, treaty negotiations, official U.S. State Luncheons, and important presidential speeches. The rooms house a historic museum-quality collection of more than 5,000 fine and decorative art objects valued at more than \$125 million that tell the story of our country's founding and formative years. The fine and decorative arts collection is comprised of paintings, sculptures, prints and manuscripts, furniture, silver, glass, textiles, export porcelain and earthenware from 1730-1840. A significant portion of the collections relate to important moments in our country's history and represent excellent examples of fine and decorative art from important artists and craftsmen. The collection also tells the story of our country's history and cultural heritage, and the importance of diplomacy and civic engagement.

Language Requirements

None